YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Viswajyothi College of Engineering and Technology
• Name of the Head of the institution	Dr. K. K. Rajan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	0485-2262211
• Mobile no	9072964417
• Registered e-mail	principal@vjcet.org
• Alternate e-mail	vjcet@vjcet.org
• Address	Viswajyothi College of Engineering and Technology, Vazhakulam P.O., Muvattupuzha
• City/Town	Vazhakulam
• State/UT	Kerala
• Pin Code	686670
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing
• Name of the Affiliating University	A.P.J. Abdul Kalam Technological University
• Name of the IQAC Coordinator	Dr. Anoop C. K.
• Phone No.	04852262311
• Alternate phone No.	
• Mobile	9497189607
• IQAC e-mail address	iqac@vjcet.org
• Alternate Email address	anoopck@vjcet.org
3.Website address (Web link of the AQAR (Previous Academic Year)	https://vjcet.org/storage/upload/images/LPn9cTyXc0atDLQdLmJF2ikfjiUwqiVK6QslTCzy.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://vjcet.org/academic-calendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.11	2023	10/01/2023	09/01/2028

6.Date of Establishment of IQAC	15/07/2015

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	**View File**
9.No. of IQAC meetings held during the year	4
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

11.Significant contributions made by IQAC during the current year (maximum five bullets)

To ensure quality education, the AQAR for the academic year 2022-23 was submitted. As planned, an annual technical exhibition for higher secondary school students is conducted every year. The infrastructure for the library was enhanced to facilitate maximum number of students to spend their quality time in the library. Faculty members started publishing their work along with student's work in International journals.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Preparation for AQAR submission	The AQAR for the academic year 2022-23 was submitted.
Yearly conduct of the annual technical exhibition for higher secondary	The annual technical exhibition for higher secondary school students was held with active

school students.	student participation.
Initiated the completion of infrastructure facility of library.	The infrastructure for the library was improved.
Research enhancive initiatives	Faculty members started publishing their work along with student's work in International journals

13.Whether the AQAR was placed before statutory body? | **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	06/08/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	25/03/2024

15.Multidisciplinary / interdisciplinary

Aligned with the National Education Policy 2020, our institution's curriculum integrates electives/minor and major courses, soft skills, and honour courses, fostering a multidisciplinary learning experience. Emphasizing holistic development, the institute actively promotes initiatives in environmental sustainability, community service, and energy conservation. The affiliating university's curriculum features credit-based and choice-based courses, allowing third- and fourth-year engineering students to select electives, ensuring flexibility and sustained engagement. Interdisciplinary projects further enhance adaptability, while departmental innovation clubs provide opportunities for students to collaborate on projects requiring diverse knowledge and skills.

16.Academic bank of credits (ABC):

The affiliating university's curriculum allows students to earn credits for minor and honour programs by completing MOOC courses through SWAYAM and NPTEL platforms. Undergraduate students can also gain activity points on successful completion of these courses. Expert sessions are being planned for faculty and students to introduce the Academic Bank of Credits (ABC) concept from NEP 2020. However, the credit transfer process is still under review, and student registration for ABC is yet to be finalized.

17.Skill development:

The curriculum and syllabus of the institute is designed around outcome-based education and promote skill development. Skill courses, mandated by the university, begin in the first semester. Students receive soft skill training through courses like Life Skills, including practical language lab sessions. The institute's dedicated Placement and Training Cell offers capacity building programs and skill training. Soft skill training focuses on communication, leadership, teamwork, problem-solving and more. All programs incorporate experiential learning and skill development through internships, industrial visits, and project work. Value-based education is integrated through courses and events on Life Skills, Professional Ethics, and the Indian Constitution. Additionally, departments offer various add-on courses.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The College cultivates a profound appreciation for Indian culture through vibrant festivals like Onam and Ethnic Day, celebrating age-old traditions and diversity. The college's arts festival, "Drishya," showcases the magnificence of Indian art forms, including classical dances, folk songs, and folk dances, captivating audiences with the grandeur of Indian heritage. The curriculum underscores universal values and professional ethics, nurturing holistic development. By inspiring students to engage with MOOC courses in applied mathematics and sciences, the college aims to bridge the gap between theory and practice. Commemorating national and cultural days, such as Yoga Day and International Mother Language Day, deepens students' connection to their Indian roots, paying homage to national leaders and cultural traditions.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college has adopted Outcome-Based Education (OBE), with programs accredited by the National Board of Accreditation. This approach aligns Course Outcomes (COs) with Program Outcomes (POs) and Program-Specific Outcomes (PSOs). Faculty members introduce COs, POs, and PSOs to students at the outset of their academic journey and at the beginning of each semester. Continuous assessment of student progress is centered on the attainment of course outcomes across all subjects. Question papers and assignments are carefully designed to align with course outcomes and Bloom's taxonomy, promoting critical thinking. The attainment process is guided by rubrics, providing a standardized framework to evaluate students' learning levels effectively. These rubrics comprehensively measure Course Outcomes (COs), Program Outcomes (POs), and Program-Specific Outcomes (PSOs). Evaluation of all components, including Theory, Lab, Seminar, and Projects, is undertaken to ensure the fulfilment of COs and POs. The college's dedication to Outcome-Based Education, accreditation, faculty involvement, and rigorous assessment collectively fosters a dynamic learning environment committed to continuous improvement.

20.Distance education/online education:

The institution is equipped with a robust, state-of-the-art digital infrastructure designed to facilitate effective ICT-enabled teaching and learning practices. Faculty members and students can leverage a range of cutting-edge tools, including Microsoft Teams, LMS, and Google Classroom, alongside other ICT technologies. Active student engagement is fostered through dynamic approaches like presentations, virtual classrooms, and comprehensive video tutorials. While the institution currently does not offer distance learning programs, it cultivates a culture of continuous learning by encouraging students and faculty members to participate in MOOC courses offered by NPTEL, SWAYAM, edX, and Coursera platforms. Ensuring seamless online connectivity, the institution provides high-speed leased line internet access of up to 300 Mbps. With a steadfast commitment to educational innovation, the institution is diligently developing digital content and infrastructure to realize its e-learning vision, promising a progressive and impactful learning experience for all.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	385

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	1759

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	33

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	344

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	121

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	121

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	52
4.2 Total expenditure excluding salary during the year (INR in lakhs)	757.99
4.3 Total number of computers on campus for academic purposes	931

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Viswajyothi College of Engineering and Technology,Vazhakulam, is affiliated to APJ Abdul Kalam Kerala Technological University and adheres to curriculum regulations, academic calendar and syllabus of the University.

Effective implementation of curriculum delivery for OBE is ensured by conducting meeting of Heads of Departments followed by subject allocation meeting at the beginning of each semester. Time-table and semester-plan of institution is prepared prior to start of semester under the guidance of IQAC,PAC and DAC.

HOD allocates courses and workload to faculty members and approving their course plan.Before starting of regular class induction program is planned and executed for first year students.

Faculties maintain a course file, course delivery is carried out based on course plan, and course coverage is entered in course diary .Course and class committee meetings are conducted, minutes of which are reviewed by HOD for incorporating necessary suggestions.Student's academic performance is evaluated through internal tests.

Department staff meetings are conducted monthly to check progress of teaching learning process. Industry interaction is enhanced by guest lectures, workshops, hands-on trainings, internships and various professional bodies .Academic audit is conducted twice in a semester. Student's feedback is collected twice during each semester

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	**https://vjcet.org/public/downloads/naac/naac2023-24/C1/1.1.1.pdf**

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

VJCET prepares the institutional semester plan based on KTU academic calendar in each semester. The departmental, curricular and extracurricular activities are scheduled based on this. For the smooth conduction of planned activities, Principal conducts meetings with HODs, faculty members and IQAC members.

Candidates in each semester are evaluated both by continuous internal assessment and end-semester university examinations. CIE for both UG and PG programs is based on the daily performance, internal tests, assignments and attendance. The maximum marks allotted for CIE is fixed as 50 for theory and 75 for lab.

To conduct CIE effectively, teachers prepare the course plan following the timetable and semester plan. Faculties evaluate answer sheets and submit consolidated marks to Principal.

CIE of laboratory sessions enhances students' experimental and problem-solving skills. Evaluation is done based on lab performance, practical record book, practical exam and viva voce.

Seminar presentations are done in the final year, to keep students aware and updated about the technology changes/advancements happening in industry. They submit the seminar report to the departmental committee for assessment.

The mini and main project works are done as a team, reports are submitted and evaluation is done by the departmental committee based on KTU evaluation scheme

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	**https://vjcet.org/public/downloads/naac/naac2023-24/C1/1.1.2.pdf**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**View File**
Any additional information	**View File**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

13

File Description	Documents
Any additional information	**View File**
Minutes of relevant Academic Council/ BOS meetings	**View File**
Institutional data in prescribed format (Data Template)	**View File**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**View File**
List of Add on /Certificate programs (Data Template)	**View File**

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

995

File Description	Documents
Any additional information	**View File**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**View File**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The curriculum of KTU addresses the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability.

Gender Equality:

Both male and female students are given equal active participation in all developmental activities of the institute like Professional body chapter heads, College Magazine article publication and Placement activities.

Various committees such as Students' Grievance and Ethics Monitoring Cell, Internal Compliant Committee and Women's Grievance and Anti-Ragging Committee have been

formed to ensure this equality.

Women development seminars are also conducted to improve their personality.

Separate rest rooms give students a place to relax.

Environment & Sustainability:

The courses such as Sustainable Engineering, Environmental Engineering, Disaster Management, Air Quality Management, help students to learn about sustainability, ecosystem and other environmental factors.

The National Service Scheme (NSS) unit stands for its commitment to sustainable development . Students participate in various activities like food distribution to needy individuals, blood donation, participation in survey of migrant laborers along with police department, tree plantation and cleanliness programs.

Courses on Human values and Professional Ethics:

The courses like Professional Communication ,Professional Ethics, Constitution of India, Hotel Accounting , Principles of Management and Organizational Behaviour create awareness about Human Values and Professional Ethics.

File Description	Documents
Any additional information	**View File**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**View File**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

154

File Description	Documents
Any additional information	**View File**
Programme / Curriculum/ Syllabus of the courses	**View File**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**View File**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	**View File**

1.3.3 - Number of students undertaking project work/field work/ internships

699

File Description	Documents
Any additional information	**View File**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**View File**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	**https://vjcet.org/public/downloads/naac/naac2023-24/C1/1.4.2.pdf**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**View File**
Any additional information	**View File**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**View File**
URL for feedback report	**https://vjcet.org/public/downloads/naac/naac2023-24/C1/1.4.2.pdf**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

519

File Description	Documents
Any additional information	**View File**
Institutional data in prescribed format	**View File**

2.1.2 - Number of seats filled against seats reserved for various categories (SC,   ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

180

File Description	Documents
Any additional information	**View File**
Number of seats filled against seats reserved (Data Template)	**View File**

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college organized an orientation program for the first year students.

Advanced learners and slow learners identification

* Identification is based on the performance in internal tests and the students who scored above 80% belong to the group of advanced learners and less than 40% belong to the group of slow learners.

* Student-faculty interaction in classroom also helps to identify slow learners.

Advanced Learners:

* Participated in programmes like Tech Fest, Hackathon, Workshops, Conferences and Online courses.

* Took Membership in various professional bodies.

* Encouraged to apply for funded projects.

* 2020.-2024batch toppers are identified and appreciated with Certificate and Cash award.

* The best outgoing student of the year is selected from the group of short-listed students from each department.

Slow Learners:

* Academic Performance Monitoring Committee (APMC) is established which categorize the students into different zones and provide support for their improvement.

* Conducted remedial classes, Remedial test and provided handouts.

* Previous years university question papers with answer keys are disseminated.

In order to motivate both the slow learners and advanced learners,

- Workshops, technical talks etc. are organized

- Placement cell of the college organized various kinds of training.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1759	121

File Description	Documents
Any additional information	**View File**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centered active learning methodology is followed in VJCET.

Online courses: Students can do additional courses using platforms like NPTEL, Coursera etc.

Students Participation: Participation in project competitions, paper presentations, design contests are encouraged.

Curriculum Enrichment Programs: Curriculum is reviewed by Programme Assessment Committee (PAC), Department Advisory Committee (DAC) and course committee. Gaps approved by these committees are filled by reputed experts by conducting guest lectures, seminars etc.

Students Seminars: Students take seminars based on their curriculum by referring to articles from reputed journals.

Industry study missions: Industry study missions are visits to industries where they interact with the professionals.

Projects, Internships and Industrial Training: Students undergo internships where they spend a specific time in industry. Students' project addresses a problem and solves it using scientific research methodology.

Professional Body Memberships: VJCET is an institutional member in many professional bodies like IEEE, CSI, ISTE, IETE, IGBSE etc. and students can interact with professionals during the discussions, seminars and conferences.

Apps for daily updates: Students are made to use Apps for daily updates. Whatsapp groups are formed for every class for active discussions.

ICT enabled teaching facilities: All rooms are enabled for digital teaching. Presentations, online classes, and videos are used.

File Description	Documents
Upload any additional information	**View File**
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

VJCET promotes ICT enabled instruction methodology for effective learning.

E-Resources: Our library provides 1486 e-journals. Through institutional membership of NDL and DELNET we provide access to the networked library e-resources.

Software Support: Microsoft Academic Alliance comprising of all softwares of Microsoft including Microsoft Teams is purchased and used for online classes. We have G-Suite and occasionally purchases Zoom. We have licences for courses and guided projects from Coursera. Online courses of NPTEL are considered for the internal assessment in our campus. 35 Legal Application softwares including Altair Hyperworks, Creo, MiPower, G-suite and 13 legal system softwares are available in the campus.

Wi-Fi Campus: VJCET campus is having 400 Mbps connectivity and every faculty is provided with a personal computer. 45 Class rooms are equipped with LCD projectors and 12 seminar halls and two auditoriums with audio visual facilities. The college have 963 desktop computers out of which 762 are exclusively for students. 9 servers are maintained in the campus. Our library management system is KOHA open-source software. We also have a dedicated team of software and hardware experts for the maintenance of our IT infrastructure.

File Description	Documents
Upload any additional information	**View File**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**View File**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

109

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**View File**
Circulars pertaining to assigning mentors to mentees	**View File**
Mentor/mentee ratio	**View File**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

120

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**View File**
Any additional information	**View File**
List of the faculty members authenticated by the Head of HEI	**View File**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

20

File Description	Documents
Any additional information	**View File**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	**View File**

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

10.89

File Description	Documents
Any additional information	**View File**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	**View File**

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institute follows Continuous Internal Evaluation (CIE) rules for UG and PG programs. The mode of evaluation of theory courses, laboratory courses, comprehensive examination, seminar and projects are as follows:

Theory course: 1/3 internal and 2/3 end semester weightage is given with maximum marks set at 50 and 100 respectively.

An Internal Examination Committee supervises the evaluation process. The schedule of two internal examinations is given in the academic calendar. Dates are notified

by the Exam cell of College at least one week in advance.

Results are declared within two weeks. After assessment, answer scripts are returned, corrections made, and final marks documented in course diary. Assignments are also given as per semester plan for internal evaluation. The HoD and Principal endorse internal marks, and results are discussed in committee meetings where students' suggestions are considered.

Practical course: Continuous assessment is done by considering regular laboratory work, regular viva and end semester examination.

Seminars, mini project and main project: Faculty coordinator prepares a schedule of presentation in slots after consultation with the HoD and is communicated to students. Students present their work and evaluated on the basis of various parameters set by assessment committee.

File Description	Documents
Any additional information	**View File**
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The pattern and conduction of Continuous Internal Evaluation (CIE) have been made transparent, and rectification of grievances is now time-bound.

• At the Institute level, an internal exam committee is formed to oversee the evaluation process. This committee is responsible for handling issues related to conduct of internal examination.

• After valuation, answer scripts are given to students. If students need clarification or correction regarding marks in the answer script it is resolved immediately. If the issue is not resolved students can meet the Head of the Department and the Principal.

• The consolidated statement of marks after each internal examination is displayed in class notice boards and shown to parents during PTA meeting.

• Final internal marks are displayed in department notice board for the students for verification. It is entered in University portal by faculty member and with approval from Principal.

• Re-examination will be given for the eligible students with valid reasons

• Convenient classrooms are allotted to students facing health issues.

• Examination is rescheduled if students have inconvenience on the scheduled date.

• Additional support likes extra classes and examinations are conducted for students who have not secured the minimum pass mark.

• Students can also give their complaints to Grievances Redressal/appeal committee

File Description	Documents
Any additional information	**View File**
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Course Outcomes are included in the syllabus of that particular course. The Course Outcomes are mapped with the Program Outcomes (PO) and Program Specific Outcomes(PSO).

Communication to the teachers

  ○ The college has organized seminars on Outcome Based Education (OBE) to familiarize teachers with OBE assessment, Program Outcomes and Blooms Taxonomy.

Communication to the students

  ○ POs, PSOs and COs are well displayed on the website. (Website Link is given).
  ○ POs are also displayed in the HODs Room, Department Notice Boards, Staff Rooms, and Seminar Halls, Library, Class Rooms and laboratories of the college.
  ○ COs of the courses taught in that particular semester are also displayed in the Class Room Notice Board.
  ○ Teachers who handle various courses explain POs course outcomes and in the internal question papers COs are mapped to respective questions.
  ○ The POs and COs are given in the Laboratory Manuals prepared by the faculty members.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	https://vjcet.org/public/downloads/naac/naac2023-24/C2/2.6.1_2.pdf
Upload COs for all Programmes (exemplars from Glossary)	**View File**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment process involves rubrics to measure the learning levels of students. These rubrics measure Course Outcomes(COs) for courses, Program Outcomes(POs) and Program Specific Outcome(PSOs) for a program. The five POs(MBA) and twelve POs(Engineering) are proposed by NBA, two to four PSOs defined by the program and COs defined by the faculty/affiliating university are taken into consideration.

CO Assessment

  ○ The CO attainment is calculated as a percentage weightage of direct and indirect assessment tools of the ratio 80:20, for Engineering programs. There is no indirect tool for MBA.
  ○ These direct assessment tools are composed of internal and end semester examination of the ratio 30:70(20:80 for MBA).
  ○ The indirect CO assessment (Course End Survey) is taken from students.

PO and PSO Assessment

  ○ The PO attainment is composed as a percentage weightage of direct and indirect assessments of the ratio 70:30(80:20 for MBA).
  ○ The indirect assessment of PO is taken from Program Exit Survey, Alumni Survey and Employer Survey of the ratio 1:2:1.
  ○ PSOs are also calculated as POs

The CO and PO attainments are used to propose corrective measures in the course level and program level respectively.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

280

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**View File**
Upload any additional information	**View File**
Paste link for the annual report	https://vjcet.org/public/downloads/naac/naac2023-24/C2/2.6.3_3.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://vjcet.org/public/downloads/naac/naac2023-24/C2/2.7.1_1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

1.008

File Description	Documents
Any additional information	**View File**

e-copies of the grant award letters for sponsored research projects /endowments	**View File**
List of endowments / projects with details of grants(Data Template)	**View File**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	**View File**
Institutional data in prescribed format	**View File**

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	**View File**
Any additional information	**View File**
Supporting document from Funding Agency	**View File**
Paste link to funding agency website	**https://nhai.gov.in**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

- IEDC: The mission of Innovation and Entrepreneurship Development Centre (IEDC) is to develop institutional mechanism to create entrepreneurial culture in academic institutions to foster growth of innovation and entrepreneurship .
- IDEA FEST: VJCET organizes an idea fest every year with the objective of making a strong platform in VJCET for the promotion of entrepreneurship and start-up programs.
- IIC : The core mission of Institution's Innovation Council (IIC) is to cultivate a culture of innovation and nurture a thriving start-up ecosystem within educational institution.
- Centre for R& D: R&D Centre helps and motivates students and faculty on issues related to patentable research and skill based training programs for lifelong learning.
- FAB LAB : A Fab Lab serves as a platform for learning and innovation. The Fab Lab in VJCET is equipped with instruments like 3D printers, PCB milling machine, sand blasting machine etc.
- IIIC: Industry Institute Interaction Cell (IIIC) was formed with the aim of providing better interaction between technical institutions and industry.

In short VJCET groom students to be technically oriented, innovative and lifelong learners with the aim of creation and transferring knowledge.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

2

File Description	Documents
Report of the event	**View File**
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	**View File**

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**https://vjcet.org/research-and-development**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**View File**
Any additional information	**View File**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

16

File Description	Documents
Any additional information	**View File**
List of research papers by title, author, department, name and year of publication (Data Template)	**View File**

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

1

File Description	Documents
Any additional information	**View File**
List books and chapters edited volumes/ books published (Data Template)	**View File**

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

VJCET strongly believes in cultivating a sense of social responsibility in our students, empowering them to serve humanity better. To meet this objective, our institute has encouraged the students to actively associate with student bodies like NSS, Women Cell etc which has given them enough opportunities to make them adaptive to challenging situations in life.

Activities:

· KSRTC Depot Clean Mob- A cleaning initiative at the Muvattupuzha KSRTC Depot. Equipped with cleaning supplies and protective gear, the volunteers divided into teams to clean different areas of the depot, including the passenger waiting area, bus bays, and surrounding grounds. The initiative served to raise awareness about maintaining public spaces.

· Sneha Samanam-Distribution of School kits to Mary Rani Baliga Bhavan and Mother & Care Rehabilitation Centre, a home for specially- abled children.

· Anaemia Awareness & Detection Program

The Anaemia Detection Program was organized by NSS VJCET and Women's Club VJCET in association with the CSR Programme of Indian Oil Corporation Limited.

· Pothichoru Distribution- More than 100 packages of pothichoru were distributed to an old age home near Muvattupuzha.

· Blood Donation Camp

On December 1st, 2023, a commendable initiative was held on campus, with a blood donation camp organized in collaboration with IMA, Thodupuzha.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	**View File**
e-copy of the award letters	**View File**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

61

File Description	Documents
Reports of the event organized	**View File**
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	**View File**

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

200

File Description	Documents
Report of the event	**View File**
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**View File**

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

7

File Description	Documents
e-copies of related Document	**View File**
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	**View File**

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**View File**
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**View File**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Established in 2001, the college spans a tranquil 25.28 acre campus with 45944.47 sq.m of contemporary facilities. It presents 9 undergraduate and 4 postgraduate programs, bolstered by advanced infrastructure. The 46 ICT-enabled classrooms feature LCD projectors, Wi-Fi/LAN, and spacious layouts for effective learning. Six seminar halls, each accommodating 100, equipped with Wi-Fi/LAN and Audio Visual tools, Solar Power, UPS and Studio room augment the learning environment. Faculty rooms in every department house printers, intercoms, and desktops. Classrooms are well-ventilated and facilitated with green boards, wooden furniture and public address systems. CCTV-fitted exam halls further enhance the facility.

Computer amenities comprise 931 systems, 7 servers, and high-speed internet lines. Discussion and guest rooms, along with specific spaces for clubs, expand the services. Auditoriums, seminar halls, and PwD ramps contribute to a well-rounded environment. Canteens, transportation, water filters, medical care, and hostels are accessible. Notable professional bodies like IEEE, CSI, IETE, IGBC, SEEM, KMA, NIPM, IGS and ISTE are active, while technical cells, including IEDC, IIC and IIIC, stimulate innovation. Non-technical engagement is nurtured through clubs like Nature and Photography. This comprehensive setup creates a robust educational ecosystem.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://vjcet.org/downloads/naac/naac2023/C4 _data/4.1.1_2.mp4**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Outdoor, indoor courts and a multipurpose playground are available for physical recreation and yoga.

Outdoor Sports Facilities

- Football
- Cricket
- Volleyball
- Basketball
- Badminton

Indoor Sports Facilities

- Badminton
- Table Tennis
- Chess
- Carrom

Sl. no

Name of the Facility

Availability for Usage (Nos.)

No.of Student Utility

Area

(sq.m)

1

Volleyball

1

12

957

2

Basketball

1

10

770

3

Badmiton

7

28

1225

4

Table Tennis

2

8

66

MULTI-PURPOSE SYNTHETIC COURT

5

Basketball

1

10

1189

6

Volleyball

1

12

7

Tennis

1

4

MULTI-PURPOSE PLAY GROUND

8

Football

1

22

10848

9

Cricket

1

22

The college has a 230 sq.m multipurpose gymnasium and fitness center with 19 fitness training equipment accommodating 35 members at a time.

Equipment

- **Pec deck**

- **High Lat & Rowing**
- **Cable Cross over**
- **Squat Machine**
- **Leg Curl and Extension**
- **Biceps Curl**
- **Triceps Curl**
- **Wrist Curl**
- **Bench Press Parallel**
- **Bench Press Incline**
- **Tread Mill(Manual)**
- **Abdominal Board**
- **Ab-King Pro**
- **Double twister**
- **Weight Bar and Dumb-bells**
- **Gym Bench**
- **Gym Stool**
- **T-Bar**
- **Barbells**

Cultural Activities

The college has main,mini auditoriums and various seminar halls for cultural activities and technical activities.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://vjcet.org/drishya**

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

52

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://vjcet.org/downloads/naac/naac2023/C4 _data/4.1.3_3.mp4**

Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**View File**

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

`32.29`

File Description	Documents
Upload any additional information	**View File**
Upload audited utilization statements	**View File**
Upload Details of budget allocation, excluding salary during the year (Data Template	**View File**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

`The college library adheres to norms established by college authorities and AICTE standards. Spanning an area of 1531.42 sq.m, it encompasses a designated stack area of 772 sq.m and a reading area of 460.52 sq.m, housing 38867 volumes. Organized by Dewey Decimal Classification scheme, books are arranged on racks by call number. The library utilizes Koha, an advanced library management software, with features such as web-based interfaces, MARC 21 and UNIMARC support, and multi-lingual capabilities. It also offers services like circulation, reference, and a digital library with 30 computers.`

`Library facilities include an E-gate register, bar-coded books, IP-based access to E-Journals and E-Books, and multimedia resources. The institution is a member of NDL and DELNET, providing extensive support for academic and research needs, including competitive exam preparation. Additionally, the library offers a variety of services, including document scanning, printing, and access to NPTEL courses. The open-access system allows students to borrow books for 30 days, extendable once for another 15 days, fostering an environment of continuous learning. The library also provides Wi-Fi and high-speed internet (550 Mbps via OFC), enhancing the learning experience for all users.`

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	https://vjcet.org/services/the-central-library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources — `A. Any 4 or more of the above`

File Description	Documents
Upload any additional information	**View File**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**View File**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

`5.35`

File Description	Documents
Any additional information	**View File**
Audited statements of accounts	**View File**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	**View File**

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

`110`

File Description	Documents
Any additional information	**View File**
Details of library usage by teachers and students	**View File**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

`Viswajyothi College of Engineering and Technology is well equipped with IT infrastructure facilities.`

`The institution has two VLANs with fibre star topology. The college has 1:1 leased line connections with a Bandwidth of 350 Mbps`

- `The college is equipped with five different servers and two storage servers.`
- `The college has a centralized domain authentication and centralized data storage.`
- `We have a controller based (Ruckus) Wi-Fi network.`
- `The wired network is managed with more than 104 network switches.`
- `The Campus has a SonicWall NSA 4700 hardware firewall for managing all network traffic.`
- `The campus is equipped with more than 800 good configuration desktop computers with 61 printers.`
- `The whole campus is monitored through CCTV network`
- `The college has a dynamic website and is active in social media platforms.`
- `Bulk SMS service to communicate with parents and alumni.`
- `Learning Management systems such as Microsoft Teams.`
- `College uses Koha Library Management Software.`
- `College has procured Google Workspace for Education.`
- `Admission Management Software to manage the entire admission process.`
- `Biometric Authentication system is used for recording staff attendance.`
- `Campus Agreement with Microsoft Corporation.`
- `Etlab automation software is used for day to day activities.`
- `We are equipped with two line printers for printing students' records.`

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	https://www.vjcet.etlab.in/user/login

4.3.2 - Number of Computers

`741`

File Description	Documents
Upload any additional information	**View File**
List of Computers	**View File**

4.3.3 - Bandwidth of internet connection in the Institution — `A. ≥ 50MBPS`

File Description	Documents
Upload any additional Information	**View File**
Details of available bandwidth of internet connection in the Institution	**View File**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

`449.04`

File Description	Documents
Upload any additional information	**View File**
Audited statements of accounts	**View File**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**View File**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

VJCET maintains its facilities systematically. In laboratories, technical staff report repairs to faculty, who seek approval through a hierarchical process involving the director, HOD, and principal, with authorized suppliers completing the repairs. Computer maintenance is overseen by a dedicated System Engineer, combining in-house and contracted repairs to ensure optimal IT functionality.

Well-equipped classrooms provide a conducive environment for interactive teaching and monitoring throughout the day. The library's meticulous maintenance, material arrangement, and stock verification promote student engagement and intellectual growth through carefully selected book procurement. The Sports Complex emphasizes safety with regular checks in the fitness room and multi-purpose courts. The Transportation Facility operates transparently with the college bus committee proposing decisions, while assigned drivers report maintenance needs, ensuring comprehensive preventive and breakdown maintenance.

VJCET's 280kWp solar power plant generates 365,000 units annually, with daily monitoring and monthly cleaning, covered by a warranty for provider-addressed issues. Campus infrastructure, managed by a dedicated section supervised by a work supervisor, efficiently maintains water sourcing, storage, waste management, and organic processing, contributing to institutional functionality and sustainability.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://vjcet.org/public/downloads/naac/naac2023-24/C4/4.4.2.2.pdf**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

119

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**View File**
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**View File**

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

343

File Description	Documents
Upload any additional information	**View File**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**View File**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	**https://vjcet.org/capacity-building-initiatives#**
Any additional information	**View File**
Details of capability building and skills enhancement initiatives (Data Template)	**View File**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

907

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

907

File Description	Documents
Any additional information	**View File**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**View File**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**View File**
Upload any additional information	**View File**
Details of student grievances including sexual harassment and ragging cases	**View File**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

221

File Description	Documents
Self-attested list of students placed	**View File**
Upload any additional information	**View File**
Details of student placement during the year (Data Template)	**View File**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

10

File Description	Documents
Upload supporting data for student/alumni	**View File**
Any additional information	**View File**
Details of student progression to higher education	**View File**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

22

File Description	Documents
Upload supporting data for the same	**View File**
Any additional information	**View File**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	**View File**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the

year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

3

File Description	Documents
e-copies of award letters and certificates	**View File**
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**View File**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution actively facilitates student representation and engagement in various administrative, co-curricular, and extracurricular activities through structured and transparent processes. A Student Council is formed in accordance with university standards, with two student representatives from each class selecting Council members for key posts. Also, class and course committees comprising student representatives are established to ensure adherence to course plans, timetables, and evaluation procedures.

To encourage creativity and holistic development, the Student Council proposes a budget for extracurricular events, which is reviewed and approved by the administration. Signature events like the Annual Arts & Cultural Fest (DRISHYA), Technical Fest (BODHI), Sports Meet (DRONA), and Inter collegiate Basketball Tournament (MAGNUM) provide platforms for students to showcase their talents.

Student involvement extends to organizing and participating in professional society activities, such as those conducted by IEEE, ISTE, IEDC, IETE, and CSI. The Placement & Training Cell (PTC) selects two student representatives from each class to act as Placement Coordinators, who assist with placement-related activities. A Placement Liaison Officer ensures student feedback is incorporated into training programs.

These initiatives promote active student participation and ensure their voices are represented in institutional decision-making, fostering a culture of collaboration and inclusivity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

9

File Description	Documents
Report of the event	**View File**
Upload any additional information	**View File**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	**View File**

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The VJCET Alumni Association, established in 2005 and registered under the Travancore Cochin Literary, Scientific, and Charitable Societies Registration Act 1955, connects over 6,500 alumni with the institution. Led by the Principal as President, an Executive Council manages its activities, with members from the General Body.

The association operates six active chapters in Kochi, Trivandrum, Chennai, Bangalore, Qatar, and UAE, fostering a strong alumni network. Alumni regularly conduct workshops, seminars, and interactive sessions, enriching students' academic experiences. Collaborations with the Industry Institute Interaction Cell and annual events further enhance learning opportunities.

The alumni association recognizes outstanding student achievements through awards and publishes an annual newsletter highlighting key initiatives. It maintains an updated alumni database, ensuring continuous engagement and knowledge-sharing with the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

5.4.2 - Alumni contribution during the year (INR in Lakhs)   B. 4 Lakhs – 5Lakhs

File Description	Documents
Upload any additional information	**View File**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Viswajyothi College of Engineering and Technology (VJCET), run by Diocesan Technical Educational Trust, under Catholic Diocese of Kothamangalam is founded on the values of integrity and commitment.

Governance mechanism comprising of Diocesan Technical Education Trust(DTET), with 430 members including 153 institutional and 277 hereditary members, Board of Trustees(BoT) framing directive principles and policies, Executive Committee monitoring and approving academic plan and budget proposed by Principal, Governing Body, Advisory Board, Principal, College Council collectively guides institution in academics, research, student and faculty development and ensures that all the activities of institution are allied with institute vision and mission.

Institution strives for its holistic development to meet challenges of modern society, to increase employment potential of youth and to equip students with world class technical qualification in an envisioned, organized and progressive manner.

Faculty are involved in various academic and administrative committees including R&D Centre, Innovation and Entrepreneurship Development Centre, Industry Institute Interaction Cell, United Nations Academic Impact to improve quality of technical education and enhance employability of graduates.

File Description	Documents
Paste link for additional information	**https://vjcet.org/#/about/vision**
Upload any additional information	**View File**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

VJCET promotes collective involvement of management and staff to have participative and decentralized work culture to fulfill vision and mission. Principal, Vice-Principal, Deans and HoDs assess performance of institution and distribute various responsibilities. Administrative Officer executes administrative matters in consultation with Principal. Management has delegated financial power on Principal and HoDs to extent of imprest money (Rs. 25,000/- and Rs.10, 000/- respectively).

HoD collectively involving Assistant HoD and Department Secretary monitors annual academic activities of department. Department Advisory Committee and Program Assessment Committee actively involve in functioning of department. Faculty Advisor, Course/Class committee and Mentorship introduced in all departments are monitored by HoD and Principal. Faculty is assigned to Exam Committee and Co-curricular & Extra-curricular activities and Student Council organize various events in the institution.

Case Study: Intake increase

Example for decentralization and participative management in VJCET: increase in intake for CSE,BHMCT and autonomy status.

Suggestion put forward by faculty, studied and discussed in HoD meeting and was recommended by Principal to Executive Committee and BoT. Management took actions for approval in KTU and AICTE. Intake increased for CSE in 2023. Result awaiting for autonomy status from KTU.

File Description	Documents
Paste link for additional information	**https://vjcet.org/internal-quality-assurance-cell**
Upload any additional information	**View File**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Viswajyothi college of Engineering and Technology have strategic plans like, Improving the teaching-learning process, Enhancing the industry institute interaction,

Rendering successful entrepreneurs, Providing personality development programs for students, Achieving placement in reputed firms, Encouraging R & D by faculty and students

"Rendering Successful Entrepreneurs", is one of the plan successfully implemented by Innovation and Entrepreneurship Development Centre (IEDC), Industry Institute Interaction Cell (IIIC) and Viswajyothi Business Incubation Centre (V-BIC) to make students industry oriented, to face real world problems and to work with new ideas and transform them to prototypes. To foster this Expert/Alumni talks and workshops are organized.

MoUs are signed by IIIC to cultivate a strong link with various Industries. Also expert talks are conducted by industry experts to students through IIIC.

With the support of Kerala StartUp Mission (KSUM), IEDC organizes Idea Fest every year. This process will improve their Idea generation and industry exposure capacity in future.

Viswajyothi Business Incubation Centre (V-BIC) was launched in 2019 by realizing the need of developing entrepreneurship among students and staff members.

File Description	Documents
Strategic Plan and deployment documents on the website	**View File**
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Viswajyothi College of Engineering and Technology(VJCET), self-financing engineering college affiliated to KTU, approved by AICTE, founded on principles of integrity and commitment, was established in 2001. VJCET has well defined policy guidelines in administrative setup, appointment and service rules, procedures etc.

BoT including Vicar General, Procurator and Higher Education Secretary, Executive committee, Governing Body headed by Manager and Director encourage progress in governance framework and administers overall development of institute. Principal together with Vice Principal, Deans, College Council, IQAC and department HoDs define and delegate various academic and non-academic responsibilities in college. Various Cells and Committees include IQAC, R&D, Library committee, PTC, IEDC, IIIC, Grievance Redressal Cell, Counseling Cell etc.

Vacancies notified in institutional website as decided by Management. Staff selection committee constituted by BoT, Principal, HoD and external subject expert conduct the interview and prepare rank list as per norms prescribed by AICTE and other competent authority.

Staff in VJCET are bound to follow Management HR policy along with rules and regulations of AICTE and Government, conveyed through the Staff Manual. Rules and regulations of university and details regarding discipline of Institute are conveyed to students and staff, through Academic Schema.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	**https://vjcet.org/key-functionaries-and-organogram**
Upload any additional information	**View File**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**View File**
Screen shots of user inter faces	**View File**
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	**View File**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Academic Enrichment Programmes

- The management is sponsoring Faculty Development Programmes(FDP), Seminars and Conferences.
- Faculty are granted financial assistance and special duty leave to participate in FDP.
- Quality Improvement Program and sponsorship for Doctoral Research with astipend of Rs.10,000/month for 3 years is granted.
- Provision for faculty to pursue part-time Ph.D with 15 days special casual leave is also sanctioned.

General Welfare Measures

- Casual leave of 15days/year and 30 days Block leave for a service of one full year; otherwise proportionate, is sanctioned.
- Maternity leave for 90 days with full pay and rest 90 days without pay is granted.
- Duty leave of a maximum of 15 days/year is granted to faculty for attending conferences/seminars/workshops, delivering invited talks, to interact with industry, accompanying students for industrial visits etc.
- Compensatory Off is also granted.
- Staffwelfare programs like EPF, ESI & Medical Insurance are available.
- Gratuity payment will be made at the time of retirement.
- Provided projectors, desktop PCs and Microsoft Teams software for ICT enabled teaching.
- Other amenities include Medical consultation, Gymnasium, College bus facilities, Free Wi-Fi, domain E-mail addresses, separate dining facility in the canteen, separate parking area, ATM facility, Kiosk and restroom.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

8

File Description	Documents
Upload any additional information	**View File**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**View File**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

27

File Description	Documents
IQAC report summary	**View File**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	**View File**
Details of teachers attending professional development programmes during the year (Data Template)	**View File**

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

An effectively designed Performance Based Appraisal System is provided to every faculty. The performance appraisal is conducted at the end of every academic year

and Academic Performance Index (API) score is calculated by Appraisal Committee. The faculties are evaluated based on their teaching, co-curricular, professional development, research and academic contributions. Feedback of faculty from students is also given weight age in this appraisal form.

Separate appraisal forms are available for non-teaching staff. Student feedback for non-teaching staff is taken into account for API score.

The college has a well-organized and fully automated feedback mechanism (etlab) with a unique ID for each student to log-in into the feedback marking software. Through a questionnaire students can mark feedbacks of respective faculties and is done twice in a semester. Analyzed feedbacks received are taken into account while evaluating the staff for promotion.

- Corrective measures

Academic enrichment programs are conducted for the faculty for improving their performance. Twice in a semester, students are given chances to raise any kind of issues related to teaching learning process, facilities provided or any other relevant matter, through Class/Course committee meetings.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Viswajyothi College of Engineering and Technology, managed by the Diocesan Technical Education Trust, operates with a meticulous financial framework. The Board of Trustees holds the highest decision-making authority, supported by an Executive Committee to implement these decisions. Financial matters are overseen by the Finance Committee, while the Purchase Committee manages acquisitions.

The internal check system involves rigorous processes. Vouchers go through thorough verification by the Finance and Administrative Officers, subsequently gaining approval from the Principal and management representatives. The Cashier and Finance Officer jointly secure the cash, subject to daily physical checks by the Finance Officer and book verification by the Treasurer. Internal audits, conducted by a team comprising Trust and Finance Committee members, ensure the proper order of financial activities. They scrutinize cash, bank balances, and the approval of purchases, verifying entries in the stock register.

Externally, annual audits, in accordance with auditing standards, are carried out by registered chartered accountants to guarantee accurate financial statements. These audit reports are made accessible on the college website, promoting transparency. Any audit findings are reported for necessary compliance.

This comprehensive system ensures financial integrity and compliance at every level, enhancing transparency and safeguarding the interests of stakeholders within the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

2.097

File Description	Documents
Annual statements of accounts	**View File**
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**View File**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

VJCET, a self-financing institute, heavily relies on tuition fees and employs an astute financial strategy. Their Resource Mobilization Policy systematically identifies funding sources to support programs in line with the institution's mission and vision.

Departments draft budgets aligned with their planned activities, including equipment needs and academic calendars. Reviews by top stakeholders ensure adequate funding for quality programs and technological training. These proposals are presented to the Executive Committee of the Diocesan Technical Education Trust for approval.

The institution is agile in financial management, enabling the Principal to authorize funds with necessary approvals and securing extra resources through bank loans for emergencies. They actively pursue grants from various bodies, like technical councils and government organizations.

VJCET's initiatives include a substantial 280kW solar power system and renting space at concessional rates to companies through their Business Incubation Centre, boosting revenue. They also generate income from foreign language programs.

Their commitment extends to student support through scholarships and financial aid, with contributions from the Parent Teacher Association and alumni association. Regular audits, overseen by the Administrative Office, maintain financial transparency.

This comprehensive approach ensures effective resource utilization while supporting students and fostering the institution's growth.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC to enhance the quality of education was established on 15/7/2015.

Practice I

Placement Promotion Activities

The placement cell provides guidance and all the assistance (Aptitude Training, Soft skill training, Company specific mock tests and interviews, Alumni talks) to the students for achieving their carrier goals. The cell takes relevant steps in identifying the demands of the industry and prepares the students towards this need.

Practice II

IIIC & IEDC

IIIC

Industry Institute Interaction Cell was formed in 2016 with the objective of minimizing the gap between the expectations of the industry and the graduating engineers of our institution.

MoUs were signed with many industries and Institute.

Many activities like expert talks for students by industrial experts are being organized regularly at department level.

IEDC

Innovation and Entrepreneurship Development Centre was formed in association with KSUM in 2016 with an aim to develop entrepreneurial culture.

Every year Idea Fest is conducted to focus on innovative ideas from students which help them to participate in state level Idea Fest competitions conducted by KSUM. Idea from each department is selected and given financial support of Rs.5000/- for prototype development. KSUM provides a financial assistance for the conduct of various events.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Outcome Based Education (OBE)

OBE is a student specific teaching and learning practice in which the course delivery and assessment are planned to accomplish specified objectives and outcomes as

stated in the Course Information Sheet. It focuses on measuring outcomes (POs, PSO) at different levels. The direct assessment tools considered are internal tests, assignments and University examinations. The indirect tools considered are Exit survey, Employer survey and Alumni survey. The OBE system works towards continuous improvement of the students and proposes remedial actions. Academic Performance Monitoring Committee (APMC) was constituted which constantly monitors academic activity, review and make suggestions to students and faculty members to improve students' academic performance. OBE also ensures active participation and provides a better insight to all stakeholders to realise the vision of Institute.

Internal Assessment

IQAC has introduced a new method for preparing question papers based on Bloom's Taxonomy. For every internal assessment Course coordinator sets question papers (similar to the University examination), which is verified by Stream coordinator and finally approved by HoD.

The question paper is discussed after every internal assessment. Weaker students are identified and remedial actions are taken. Attainment is calculated based on internal test and assignments.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) — C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://vjcet.org/annual-report
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

VJCET promotes gender equity through various campus measures, ensuring impartiality among genders. Some initiatives include.

• The College Academic Council is constituted with Heads of Departments and staff representatives of whom lady staff is mandatory.

• In the Student Council Elections, the posts of vice chairperson and two student representatives are reserved for women.

• Two class representatives are selected for each class; of which one is a girl.

College activities uphold egalitarianism, fostering equity. The Students Council arranged events like Bodhi (Technical Fest) and Drishya (Arts Fest) offering equal chances for boys and girls in organizing and participating, advancing gender fairness.

The National Service Scheme featured inclusive programs for both genders.

Women's Cell empowers through programs fostering self-confidence and awareness of feminine potential

A Women's Grievance Redressal committee addresses complaints and sexual harassment through an Internal Compliance Committee.

a. Safety and security

Security personnel ensure campus safety, and the lady's hostel is overseen by Reverend Sisters and female Resident Tutors.

b. Counselling and Common Rooms

A counselling centre aids students facing challenges, while common rooms cater to girl students.

File Description	Documents
Annual gender sensitization action plan	https://vjcet.org/public/downloads/naac/naac2023-24/C7/7.1.1_Annualgender.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://vjcet.org/public/downloads/naac/naac2023-24/C7/7.1.1_facilities.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment — A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

VJCET (Viswajyothi College of Engineering and Technology) is committed to maintaining a robust waste management system to guarantee that the campus is clean and environmentally friendly.

1. Solid Waste Management: VJCET encourages segregation at the source, with specific containers for biodegradable and non-biodegradable waste throughout campus, including the dorms, canteen, offices, and library. Biodegradable trash is used to make biogas, contributing to sustainable energy in the hostel kitchen.

2. Liquid Waste Management: The campus has a large Sewage Treatment Plant (STP) that uses physicochemical, biological, and multi-stage filtration systems. Treated water is repurposed for gardening, lawn care, and agriculture.

3. Biomedical trash Management: Biomedical trash, sanitary napkins, and first aid room materials are disposed of on-campus by cremation.

4. E-waste Management: Electronic garbage is carefully divided into sellable, recyclable, and non-recyclable categories and delivered to approved recycling facilities, either directly or through authorized agencies.

5. Waste Recycling: Plastics, metals, glasses, and other recyclable items are collected separately in each block and handed over to authorized recycling agencies.

6. Hazardous substances and Radioactive Waste: Authorized agencies are tasked with the proper packaging, transportation, and disposal of hazardous substances. Crucially, no radioactive waste is produced on campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	**View File**
Various policy documents / decisions circulated for implementation	**View File**
Any other relevant documents	**View File**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	**View File**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**View File**
Policy documents and information brochures on the support to be provided	**View File**
Details of the Software procured for providing the assistance	**View File**
Any other relevant information	**View File**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

VJCET is very keen to balance the importance of tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities along with academics.-

- On the International Day of Yoga, VJCET's NSS unit organized an enlightening orientation class led by Adv. K. I. Jacob, a yoga siromani from Sivananda International School of Yoga

- On June 26, 2023, as part of Anti-Drug Day, NSS volunteers from VJCET organized an impactful awareness campaign; Mrs. Bastian led an informative and interactive discussion, focusing on the detrimental effects of drug abuse.

- On Vanmahotsav Tree Planting, 100 NSS volunteers from each unit of VJCETactively participated in Van Mahotsav, a week-long tree planting festival. Embracing the spirit of afforestation, each volunteer planted trees at their homes, contributing to environmental conservation on a personal level.

- Session on energy awareness and energy audit- An orientation session on energy awareness and energy audit was conducted on 14th December, at College auditorium.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**View File**
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The objective of VJCET is to make both students and employees, responsible citizens of the country. To this end, the institution implements different programs. - In order to foster the spirit of patriotism, respect for the national flag and republican values, VJCET has celebrated remembrance days such as Independence Day, Republic Day, etc. -singing National Anthem every day and after every event conducted in the college with strict protocols. The Institution also initiates steps to inculcate the sense of social responsibility among students and staff over and above this. Some of these measures are -awareness program conducted on Anti-drug day, on campus, blood donation camps including students and faculty members at regular intervals, Environment day celebration. VJCET has reserved seats for deprived groups of individuals such as SC/ST, OBC/OEC, differently abled etc. The college follows strict protocols for the election of student representatives in department associations and various committees in order to sensitize the students about the democratic way of life and leadership qualities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**https://vjcet.org/public/downloads/naac/naac2023-24/C7/7.1.9_report.pdf**
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above

File Description	Documents
Code of ethics policy document	**View File**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**View File**
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

International Days include

Van Mahotsav Day: The NSS unit volunteers planted trees in their own homes and organized a Poster Making competition as part of this.

Teachers Day: The NSS (National Service Scheme) unit of the institution celebrated Teachers' Day and distributed handmade cards to every teacher.

Engineers' day: The Department of Civil Engineering celebrated Engineers' Day to honor the ingenuity, innovation, and contributions of engineers to society.

World Tourism Day: The Department of HMCT commemorated World Tourism Day for promoting the values of hospitality and tourism while providing a platform for students to explore their creative and professional potential.

International Day for Disaster Risk Reduction: The Department of Civil Engineering commemorated the International Day for Disaster Risk Reduction to raise awareness about disaster preparedness, mitigation strategies, and the role of civil engineering in building resilient communities.

World Chefs Day: The Department of HMCT celebrated the World Chef's Day and organized a vibrant Cake Mixing Ceremony.

International Day of Happiness: The Department of HMCT commemorated the International Day of Happiness by organizing an insightful talk highlighting the importance of happiness in personal and professional life.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**View File**
Geo tagged photographs of some of the events	**View File**
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Practice 1

Title of the Practice: Philanthropic Stance & Students Driven Socially Responsible Activities

Objectives of the Practice:

To create a sustainable framework that improves rural living, health, and education while fostering innovation, civic-mindedness, and compassion.

The Context:

VJCET is dedicated to uplifting economically disadvantaged communities by promoting civic awareness and societal responsibility through active initiatives led by its faculty, staff, and students.

The Practices:

The institution has implemented multiple initiatives to realize these objectives, integrating them into academic and extracurricular programs.

Evidence of Success:

59 programs, industry and NGO collaborations, student achievements, and scholarships highlight a commitment to social responsibility, innovation, and excellence.

Practice 2

Title of the Practice: Industry Aligned Technical Education

Objectives of the Practice:

To align students with industry needs, enhance global employability, foster research collaboration, and encourage involvement in projects.

The Context:

VJCET fosters industry-academia interactions that enhance the skills, employability, and growth of students, faculty, and the institution by aligning academic programs with industry needs.

The Practice:

College Governing Council, Department Advisory Boards and Curriculum Enrichment Programs by Professionals.

Evidence of Success:

Interactions with industrial experts, MOUs are signed.

Soft skill assessments, Project evaluation and Viva Voice exams were conducted.

File Description	Documents
Best practices in the Institutional website	https://vjcet.org/internal-quality-assurance-cell#best-practices
Any other relevant information	https://vjcet.org/downloads/naac/naac2023/C7/7.2.1_BestPractice1.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

VJCET is committed to sustainability through eco-friendly initiatives like solar power, rainwater harvesting, and waste recycling, addressing climate change and energy challenges. Its 280 kW solar energy system reduces approximately 420 tons of CO2 emissions annually and contributes to the power grid. Rainwater harvesting, supported by recharge wells and terraced structures, ensures effective groundwater replenishment. The campus also prioritizes water conservation with a natural pond and storage tanks that maintain high-quality standards.

A 200 cu.m/day sewage treatment plant produces irrigation water, while the resulting sludge serves as organic fertilizer. Waste management practices include segregation, incineration, and proper disposal methods. Energy-efficient strategies are incorporated, such as LED lighting, electric vehicle charging stations, and thoughtful campus design to minimize energy consumption.

Additionally, a 15 cu.m biogas plant transforms organic waste into cooking fuel and manure. VJCET actively reduces paper usage by implementing digital solutions and a paperless office system, reflecting its dedication to sustainable operations. The campus is adorned with lush greenery, featuring various shrubs and plants that enhance air quality and create a serene atmosphere.

VJCET's holistic approach to environmental stewardship blends sustainable practices with a conducive learning environment, showcasing its dedication to fostering both ecological well-being and academic excellence.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Invest in creating a sustainable campus environment, including energy-efficient buildings, waste reduction initiatives, and renewable energy sources.

Promote usage of electric vehicles, public Transport.

To organise workshops, seminars and conferences related to energy conservation and nature protection.

To create awareness and initiate measures for protecting and promoting environment.

To facilitate Faculty and Student Exchange Programmes with Other Academic Institutions and Linkages to study their green initiatives.

Form partnerships that allow students to gain hands-on experience while making a tangible impact on society.

Incorporate service-learning components into academic courses, where students contribute to societal projects while earning academic credits.

Develop incubators or innovation labs to support student and faculty-led startups, thus enhancing the institution's role in fostering innovation and practical knowledge.

Offer workshops, training programs, and opportunities for faculty to enhance teaching methodologies, research capabilities, and technological expertise.

Establish awards and recognition systems for outstanding faculty contributions in teaching, research, and community engagement.

Create robust support systems for student mental health, including counseling, wellness programs, and stress-relief initiatives.

Promote leadership, teamwork, and social responsibility through student clubs, sports, and volunteer programs.

Strengthen alumni networks and create opportunities for them to mentor current students, provide internships, and contribute to institutional growth